

U.S. Department of Labor

Bureau of Labor Statistics  
2 Massachusetts Ave. N.E.  
Washington, D.C. 20212



**MAR 28 2019**

Mr. Ben Welsh  
MuckRock News  
DEPT MR 68445  
411A Highland Ave.  
Somerville, MA 02144-2516

Dear Mr. Welsh:

As Disclosure Officer for the Bureau of Labor Statistics (BLS), I am responding to your February 3, 2019, Freedom of Information Act (FOIA) request (FOIA ID No. F875082). Your request was forwarded from the DOL FOIA email address to the BLS for reply and was received in the BLS Disclosure Office on March 8, 2019.

You requested the following records: "A copy of any and all style guides that govern how the bureau creates and formats informational graphics and data visualizations." You further specified that you would prefer the request be filled electronically, by e-mail attachment if available or CD-ROM if not.

We have completed a search of the appropriate BLS files and are enclosing a CD containing one record responsive to your request, "A Guide to Data Visualizations at BLS."

I believe I have been responsive to your request. If you need further assistance or would like to discuss any aspect of your request, please do not hesitate to contact the BLS FOIA Disclosure Office on 202-691-7628 or by email at [BLSFOIAServiceCenter@bls.gov](mailto:BLSFOIAServiceCenter@bls.gov). Alternatively, you may wish to contact the DOL FOIA Public Liaison, Thomas Hicks, on 202-693-5427 or by email at [Hicks.Thomas@dol.gov](mailto:Hicks.Thomas@dol.gov).

If you are not satisfied with the response to this request, under the FOIA, you have the right to appeal this response to the Solicitor of Labor. Your appeal must be received by the Solicitor of Labor within 90 calendar days from the date of this letter. Address your appeal to the following office: Solicitor of Labor, Division of Management and Administrative Legal Services, Room N-2420, U.S. Department of Labor, 200 Constitution Avenue, NW, Washington, D.C. 20210. Your appeal may also be sent by email to [FOIAAppeal@dol.gov](mailto:FOIAAppeal@dol.gov). Appeals submitted to any other address will not be accepted. Your appeal must state in writing the grounds for the appeal. It should also include a copy of the original request, the response to your request, and any supporting statement or arguments. The appeal letter, the envelope, and the email subject line, should be clearly marked "Freedom of Information Act Appeal."

Sincerely,

*Nancy Ruiz de Gamboa*  
for NANCY RUIZ DE GAMBOA  
Associate Commissioner  
for Administration

Enclosure